

Timeslips[®] III

For the Mac

It turns time into money.[™]

For people who know
that time is money,
and want a better way
to manage both.



TIMESLIPS
CORPORATION

Timeslips III[®]

For the Mac

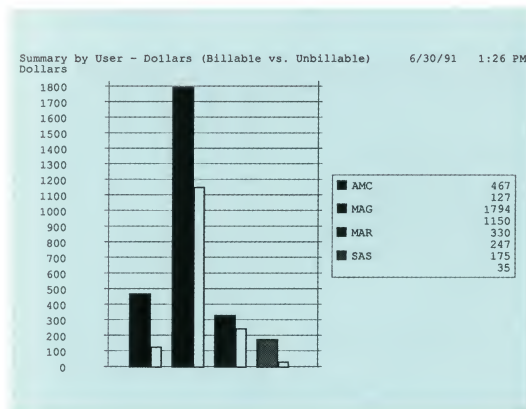
It turns time into money.[™]

To keep your business running at its peak, you need to track your time, record expenses, collect accounts receivables, and get your bills out. But the time it takes to do these jobs alone can take up your whole week. That's why we created Timeslips III.

It's the ultimate time tracking and billing software system. After you start using Timeslips III, you'll find that your workday is being spent more productively, and that your bills are much more complete.

As you read through this brochure, you'll get a clear picture of how Timeslips III can improve your office's productivity, and increase your billable hours by as much as 25%!

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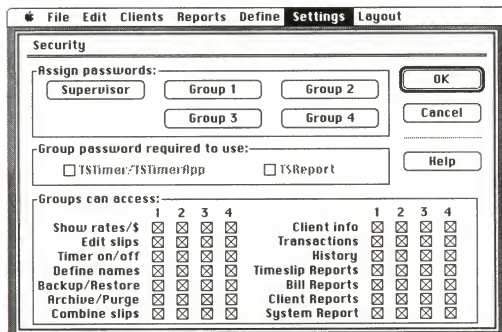


Timeslips III gives you many ways to display data, including bar graphs and pie charts. Make visual comparisons of actual vs. projected time, billable vs. unbillable dollars or hours. By professional, client, or service.

Time Recording and Reporting: Make your valuable time more profitable.

You'll never get ahead until you know exactly which jobs are the most beneficial to your business, and which projects are a waste of time. By tracking how your time is spent, Timeslips III will help you recover those untracked billable hours that disappear each billing period—resulting in thousands of dollars in profits that would have otherwise been lost. Here are some of the effective time management and reporting advantages that Timeslips III offers:

- **Easy Time Recording:** The Timeslips III timer module can be called up instantly from inside any other program. Just select the desk accessory, make your entry, and it's done; or use the application under MultiFinder.
- **Built-in Stopwatch:** You can time any activity while you work by turning on the stopwatch timer. You can even see the total fee automatically being calculated. This information is automatically updated to the client's file once the time record is completed. Batch entry of time and expense records is just as easy.
- **Mini View:** While you're working in other software applications, a small on-screen window shows you the client's name, accumulating time, and the billable amount.
- **Time and Expense Reports:** Timeslips III creates accurate records of the time you spend on a project, what you did, and how much that time is worth. Time reports can include some or all of the information on your Timeslips III screen.
- **Protect your valuable data:** Timeslips III has an extensive security system. This option lets you choose from multiple levels of password security that restrict access to specific program functions, as shown on the screen below.



Generate Comparative Reports and Graphs for Powerful Financial and Productivity Analysis.

Timeslips III is a workhorse for worksheets, reports, and graphs. You can report your data in dozens of ways to give you the up-to-date information you need. And take corrective action where needed.

Get a broad overview of your business, or focus on the details. The following reports are just a few examples of what is possible with Timeslips III.

Client Financial Reports:

Client Billing Worksheet—Summarizes unbilled and unposted activity for each client. Review the information that will appear on your clients' bills, before you bill them.

Date 6/30/91
Time 10:47 AM
Hamilton Services Corporation
Client Billing Worksheet
Page 1

=====Selection criteria=====

Date range :All
Slip numbers :All
User :All
Client :Thompson, Steve
Activity :All
Matter :All
Hours :All
Dollars :All
Variance :not checked
Billing status :All
Slip status :All (only unbilled are listed)

Thompson, Steve: Steven A. Thompson
45 North River Drive
Suite 208
Newport Beach, CA 92660
Phone :617-741-8833
In reference to: Management consulting services, June 1991
Time rounded up to nearest 1 minute(s)

Last bill : / / Next aging : / /
Last payment : 6/23/91 Amount : \$200.00

Date/Slip#	Description	HOURS/RATE	AMOUNT	TOTAL
6/25/91 #4	MAG / Counseling Meeting with lawyers to discuss effect of merger on present financial situation.	6.38 115.00		734.08
6/26/91 #3	MAG / Counseling Met with auditors. Went over records for 1986 and 1987.	7.22 115.00		829.92
6/27/91 #1	MAG / Counseling Went over financial records one last time for 1986 through 1989. Obtained extension on payment schedule for IRS.	2.00 115.00		230.00
TOTAL BILLABLE TIME CHARGES			155.00	


```

Date 6/30/91
Time 4:10 PM
Hamilton Services Corporation
Client Accounts Receivable
Page 1

=====Selection criteria=====
Client      All

=====
Nickname      3 Month      2 Month      1 Month      Current      Balance      Overdue
Carrington, Tho      830.00      425.00      150.00      375.82      1780.82      1405.00
8/7/2/91
207-456-8900

Robinson, David      1250.00      335.00      0.00      474.25      2059.25      1585.00
8/7/2/91
603-667-9787

Smith, Mary Ann      455.00      435.00      205.00      0.00      1095.00      1095.00
8/7/2/91
617-345-8900

Thompson, Steve      0.00      0.00      0.00      2288.57      2288.57
8/7/2/91
617-741-8833

=====
TOTALS      2535.00      1195.00      955.00      3138.64      1223.64      4085.00
=====

```

Date 6/30/91
Time 4:13 PM

Hamilton Services Corporation
Transactions report

Page 1

Selection criteria:

(tax not included, 'B' means transaction has been billed)	Nickname	Date	Description	Amount
	Client	All		
	Date range	All		
	Transactions	All		
	Billing status	All		

	Cunningham, Tho	4/17/91	Payment - Thank You	100.00 B
		5/1/91	Payment to Funds	500.00 B
		5/15/91	Payment from Funds	250.00 B
		6/22/91	Payment - Thank You	210.00 B
	Robinson, David	7/1/91	Payment to Funds	300.00 B
		4/5/91	Payment - Thank You	225.00 B
		5/6/91	Payment from Funds	300.00 B
		6/2/91	Credit	78.00 B
		6/15/91	Expense	1000.00 B
	Smith, Mary Ann	12/28/90	Deposit to Funds	650.00 B
		2/15/91	Withdrawal from Funds	500.00 B
		3/27/91	Payment - Thank You	225.00 B
		4/28/91	Payment from Funds	150.00 B
	Thompson, Steve	6/23/91	Payment - Thank You	200.00 B

	TOTAL CHARGES			960.00
	TOTAL PAYMENTS			78.00
	TOTAL CREDITS			78.00
	TOTAL PAYMENTS FROM ACCOUNT			800.00
	TOTAL PAYMENTS TO ACCOUNT			800.00
	TOTAL WITHDRAWALS FROM ACCOUNT			500.00
	TOTAL DEPOSITS TO ACCOUNT			1000.00

```

Date 6/30/91      Hamilton Services Corporation
Time 4:12 PM      Client Funds report
Page 1
-----
Selection criteria:
-----
Client           :All
Date range       :All
Billing status    :All
-----
('B' means transaction has been billed)
-----
NickName          Begin      Debit      Credit      End
                  Balance
-----
Cunningham, Th    -5/1/91  Payment to Funds              500.00      B
                  -5/15/91 Payment from Funds      250.00
SUBTOTAL              250.00      500.00      1250.00
-----
Robinson, David   -3/3/91  Payment to Funds              300.00      B
                  -5/4/91  Payment from Funds      300.00
SUBTOTAL              300.00      300.00      500.00
-----
Smith, Mary Ann   -12/28/80 Deposit to Funds      1000.00      B
                  -2/15/91 Withdrawal from Funds      150.00      B
                  -4/28/91 Payment from Funds              150.00
SUBTOTAL              650.00      1000.00      350.00
-----
GRAND TOTAL              1200.00      1800.00      2100.00
-----

```

Different clients mean different bills. With Timeslips III you have the power of custom billing. Each individual client can have its own billing format that can be saved and re-used. The Bill Layout Tool makes it fast and easy to alter the appearance of your bills. Use your mouse to move or change fields on the billing screen. You can also change fonts, include lines, add boxes and extra text, even import PICT format graphics.

HSC Hamilton Service Corporation
80 Herrick Street
Beverly, Massachusetts 01915

Submitted to: Steven A. Thompson
45 North River Drive
Suite 204
Newport Beach, CA 92660

Invoice Number: 1000

Bill Date: June 30, 1991

In reference to: Management consulting services, June 1991

Description of services

	Hours	Amount
6/25/91 Meeting with lawyers to discuss effect of merger on present financial situation.	6.38	754.08
6/26/91 Met with auditors. Went over records for 1986 and 1987.	7.22	829.92
6/27/91 Went over financial records one last time for 1986 through 1989. Obtained extension on payment schedule for IRS.	2.00	230.00
Total service charges:	15.60	\$1,794.00

Additional charges

6/17/91 Round trip Northwest airlines airfare.		470.00
6/26/91 Federal Express charges for overnight delivery of signed request to David Schulz.		13.00
6/27/91 Call to IRS.		11.57
Total cash advances/costs:		\$494.57
Total time and expense charges:		\$2,288.57
Previous balance		

Payments/Credits

Bill Generator Features:

- Change some or all of the bill and transaction phrases
- Write-up/write-down time and/or expense charges
- Bill expenses
- Subtotal by project or matter
- Include sales or service tax
- Flat Fee types include absolute, minimum, and maximum.
- Show detailed client fund activities with payments, withdrawals, and deposits
- Include dates, previous balances, aged receivables, employees' initials, and much more

Create exactly the right billing format for each situation. Move your client's name and address to any place on your stationery. Add billing phrases such as "For Professional Services Rendered," or "Thanks For Your Payment."

And best of all, because your bills look more professional, they'll have greater credibility.

Productivity Reports.

Timeslips III can show you the productivity of each project by creating an activity-by-activity breakdown. What was accomplished by whom, how long it took, and what the actual fee for the project was at its completion.

By generating custom reports, you can design column reports or export files from the data in your time records. For instance, create a daily time sheet report that includes date, professional, client, activity, description, accumulated hours, and billable amount. Custom reports can be printed or exported to a spreadsheet, word processor, or database via a simple tab-delimited text file.

Date 6/30/91
Time 1:15 PM

Hamilton Services Corporation
User Defined Slip Report

Page 1

-----Selection criteria:-----

Date range :All
Slip numbers :All
User :All
Client :All
Activity :All
Matter :All
Hours :All
Dollars :All
Variance :not checked
Billing status :All
Slip status :All

Date	Client	Activity	Time used	Billable \$
User - AMC				
6/26/91	Cunningham, Tho	On site consult	1:30:00	127.50
6/28/91	Cunningham, Tho	Teleconference		11.57
6/30/91	Cunningham, Tho	Training	4:00:00	340.00
6/30/91	Cunningham, Tho	Travel		23.00
Subtotal for AMC				502.07
User - MAG				
6/17/91	Thompson, Steve	Airfare		470.00
6/25/91	Thompson, Steve	Counseling	6:23:00	734.08
6/26/91	Thompson, Steve	Counseling	7:13:00	829.92
6/26/91	Thompson, Steve	Federal Express		13.00
6/26/91	Robinson, David	Federal Express		7.00
6/27/91	Thompson, Steve	Counseling	2:00:00	230.00
6/27/91	Thompson, Steve	Teleconference		11.57
Subtotal for MAG				2295.57
User - MAR				
6/19/91	Smith, Mary Ann	Counseling	1:30:00	165.00
6/26/91	Smith, Mary Ann	Counseling	1:30:00	165.00
Subtotal for MAR				330.00
User - SAS				
6/25/91	Robinson, David	On site consult	2:30:00	175.00
Subtotal for SAS				175.00

No matter how big your business grows, you'll have a hard time outgrowing Timeslips III. It will track 250 activities for as many as 250 people working on 128 projects per client with as many as 3,400 clients. And track them all simultaneously.

Detail Reports—Itemize the contents of some or all of your time records. For any number of professionals, clients, and activities.

Date 6/30/91 Hamilton Services Corporation
Time 10:42 AM TIMESLIPS Detail Time Usage Report Page 2

for Rate: *bill rate/amount (not rounded)
for Time: *spent *estimated *variance

Description/Matter/Date	Slip#	Activity	Rate	Time	Total
Client - Robinson, David					
.....12					
Evaluation of present accounting system.	SAS	Robinson, David	70.00*	2.50s	175.00*
6/25/91		On site consult			
.....13					
Federal Express charges for overnight delivery and transfer or dead.	MAG	Robinson, David			
6/25/91		Federal Express		1 7.00	7.00*
Subtotal for -Robinson, David	User			2.50s	175.00
	Client				0.00
	Activity				7.00
	Billable			2.50	182.00*
	Unbillable				0.00
Client - Smith, Mary Ann					
.....14					
Personal therapy session.	MAR	Smith, Mary Ann	110.00*	1.50s	165.00*
6/19/91		Counseling			
.....13					
Personal therapy session.	MAR	Smith, Mary Ann	110.00*	1.50s	165.00*
6/25/91		Counseling			
Subtotal for -Smith, Mary Ann	User			3.00s	330.00
	Client				0.00
	Activity				0.00
	Billable			3.00	0.00
	Unbillable				0.00

Summary Reports—Show total hours and dollars, dollars per hour, and percentages by employee, client, or activity. Find out who is productive, and who is not. Summarize users, clients, or activities for any date range.

Date 6/30/91 Hamilton Services Corporation
Time 10:43 AM TIMESLIPS Summary Report By User Page 1

-----Selection criteria:-----

Date range	All
Slip numbers	All
User	All
Client	All
Activity	All
Matter	All
Hours	All
Dollars	All
Variance	Not checked
Billing status	All
Note: Any User with no time or expense is not listed. Billable/Unbillable times are not rounded. (expense slips not included)	
User	total time % of tot rate rate X hours % of tot
ANC	5.50 20.61% User 467.50 16.89%
	Client 0.00 0.00%
	Activity 0.00 0.00%
	Billable 467.50 16.89%
	Unbillable 0.00 0.00%
MAG	15.60 58.64% User 1794.00 64.84%
	Client 0.00 0.00%
	Activity 0.00 0.00%
	Billable 1794.00 64.84%
	Unbillable 0.00 0.00%
MAR	3.00 11.27% User 330.00 11.92%
	Client 0.00 0.00%
	Activity 0.00 0.00%
	Billable 330.00 11.92%
	Unbillable 0.00 0.00%
SAS	2.50 9.39% User 175.00 6.32%
	Client 0.00 0.00%
	Activity 0.00 0.00%
	Billable 175.00 6.32%
	Unbillable 0.00 0.00%
Grand total	25.60

The Timeslips Screen is Your Time and Expense Record.

Enter your name (or colleagues'), account name, and service performed.

Specify hourly or flat rate. Timeslips III automatically calculates the fee.

Access the Dollar Clock™ to show accumulating hours and dollars.

File Edit Timeslips Find Define

☐ TSTimer

Slip 119 of 119 inactive 0 active slips

☐ Recurring ☐ Add to Flat Fee Slip Value: \$ 829.83

User MAG 130.00

Activity Counseling 0.00

Client Thompson, Steve 0.00

☐ Fixed value

Meeting with lawyers to discuss effect of merger on present financial situation.

☒ Billable
☐ Unbillable
☐ No Charge
☐ Hold
☐ Summary

Date 6/25/91 Time Estimated 0:00:00

thru 6/25/91 Time Spent 6:23:00

Mini View
Turn on
Delete
Revert
Help
Found: 0

Enter a 32,000-character description of your current activity or project on the time record.

Today's date is automatically entered.

On-screen software "stop-watch" records elapsed time for work, phone calls, etc. For expense records, this field indicates quantity and dollar amount.

Complete help window is just a click away.

The screen layout is a careful design of several fields and elements, similar to paper forms, that prompts you to give the right commands for accurate output. Thanks to its graphics-oriented format, editing and working with your data has never been easier.

Create a Totally Time-Efficient Business Environment!

TAL™ (Timeslips III Accounting Link) for the Mac extends the power of Timeslips III with or without general ledger accounting software. It provides customized income reports such as client statements, write-up/write-down reports and more. TAL links the billing and payment data from Timeslips III to many general ledger programs to create a totally integrated billing/bookkeeping/accounting environment.

Now, instead of entering your billing data into both Timeslips III and your accounting system, a single entry into Timeslips III will take care of both. With TAL, maintaining an accurate record of your cash balance and income has never been easier, or as error-free.

TS Import™ can automate and extend the expense recovery capabilities of Timeslips III to many new billable sources. It can read most text files to import time, expense, and client data into a Timeslips III data set. Files created by your copy controller, telephone accounting system, and other electronic machine-usage monitors can be imported so all photocopies, phone calls, and other expense items you usually charge to clients can automatically appear on invoices and reports.

TS Import also reads files from other computers such as PCs and The Wizard®, a hand-held computer from Sharp, Timeslips III databases on both MS DOS and Macintosh computers, spreadsheets, rolodexes, bar code readers, third party databases that export records to text files, and more.



The Votes Are In: Timeslips III is Number One!

The MACUSER Magazine Editor's Choice Awards are given to outstanding computer products that excel in quality of design and in performance.

That's why the critics at MACUSER gave the Editor's Choice Award for Best New Professional Financial Package of 1989 to Timeslips III for the Mac. Here's what MACUSER's editors had to say about Timeslips III for the Mac:

"Time billing...can be well-automated by a personal computer. By far the best program we've seen for this task is Timeslips III from TIMESLIPS Corporation...If you need time billing, this will do the job." 🏆 1/2

—MACUSER Magazine, May 1989

Order Today!

Timeslips III for the Mac will give you faster and more accurate billing by helping you track your time and expenses better than ever before. For a dealer near you, or to order from TIMESLIPS Corporation, call 1-800-338-5314 (in Massachusetts, call 508-768-6100. In Canada, call 1-800-359-3343.)

SYSTEM REQUIREMENTS:

System Tools 6.0.2. Supports MultiFinder operation on Mac Plus or higher with 1Mbyte. Hard disk is recommended.

Timeslips III®

For the Mac

It turns time into money.™

"Timeslips III provides a host of sophisticated functionality and power. It's a pleasure to use." 🍌🍌🍌🍌 1/2

—MACUSER Magazine

"Until Timeslips came along, the Macintosh had no decent, full-featured time and billing program."

—MACGUIDE Magazine

"Timeslips III is flexible enough to work well with many different organizations and methods of billing. I recommend this program highly."

—MACWORLD Magazine

"Timeslips III beats all leading brands of time and billing software."

—DR. LAWRENCE A. PONEMON

ASSOCIATE PROFESSOR OF ACCOUNTING

AND KPMG PEAT MARWICK RESEARCH FELLOW



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Printed in the USA